



Janice K. Brewer, Governor

Arizona State Veterinary Medical Examining Board

1400 W. Washington, Ste. 240 ♦ Phoenix, AZ 85007

Phone: 602-364-1PET(1738) ♦ Fax: 602-364-1039

www.vetboard.az.gov

Dear Applicant:

Thank you for your request for an application and information regarding Arizona's veterinarian licensing and examination procedures. Licensure is available to graduates from a college of veterinary medicine accredited by the American Veterinary Medical Association (AVMA) and to applicants who hold an Educational Commission for Foreign Veterinary Graduates (ECFVG) certificate issued by the AVMA or a Program for the Assessment of Veterinary Education Equivalence (PAVE) certificate issued by the American Association of Veterinary State Boards (AAVSB).

An applicant may apply for a *Regular, Endorsement or Specialty* License. For your convenience, the requirements for each category are listed separately in this packet. A brief explanation follows:

- **Regular License:** The applicant is a graduate from a college of veterinary medicine accredited by the AVMA **or** is currently licensed as a practicing veterinarian in another state, **or** holds a certificate of completion issued by the ECFVG or PAVE. The applicant must have passed the North American Veterinary Licensing Examination (NAVLE) examination with a score of at least 425 (75%) within 5 years of application for state examination and licensure. For further requirements and instructions, please see the page titled, *"Instructions for Completing the Application Process: Application for Regular License."*
- **Endorsement License:** The applicant is a graduate from a college of veterinary medicine accredited by the AVMA, **or** holds a certificate of completion issued by ECFVG or PAVE and has not taken the NAVLE within the past 5 years. The applicant is currently licensed as a practicing veterinarian in another state. For further requirements and instructions, please see the page titled, *"Instructions for Completing the Application Process: Application for Licensure by Endorsement."*
- **Specialty License:** The applicant holds a current certification as a diplomate of a national specialty board or college recognized by the AVMA. NOTE: The applicant's practice will be limited to the scope of the applicant's board certification. For further requirements and instructions, please see the page titled, *"Instructions for Completing the Application Process: Application for Licensure as Specialty."*

An applicant who meets the criteria for one of the licensing categories and who wants to practice veterinary medicine while awaiting the next scheduled state examination may apply for a temporary permit. For further instructions, please see *Instructions for Completing the Application Process: Temporary Permit.*

NAVLE ONLY: An applicant who is a current student in the last year of a college of veterinary medicine accredited by the AVMA **or** a graduate of a college of veterinary medicine accredited by the AVMA **or** who is enrolled in the ECFVG or PAVE program may apply to take the NAVLE examination given twice a year. To apply to take the NAVLE and for further requirements and instructions, please visit www.nbvme.org.

When completing the Statement of Citizenship, please note that if the name on your application has changed from the name on the proof of citizenship you are submitting, you must also submit a copy of the document that legally defines the change.

An individual with a disability, who, as a result of the disability, requires this application to be in an alternative format, may contact the Board's Americans with Disability coordinator at (602) 364-1738, or Voice Relay Service (800) 842-4681 or TTY at (800) 367-8939 to make their needs known.

For your convenience, in applying for the Arizona State Examination and licensure, please follow the application process on the appropriate instruction page as indicated above. If you have questions regarding the application process, please call our Licensing Administrator (602) 542-8166.

Sincerely,

Victoria Whitmore

Victoria Whitmore
Executive Director

INSTRUCTIONS FOR COMPLETING THE APPLICATION PROCESS

APPLICATION FOR REGULAR LICENSE

The following must be submitted:

1. Properly completed and notarized application.
2. A non-refundable fee of \$400. Must be a money order, certified check or cashier's check payable in US funds only to: AZVMEB.
3. A passport type photo of the applicant (no larger than 1½ x 2 inches in size) taken during the preceding 6 months.
4. Official transcript sent directly to this Board by the AVMA accredited veterinary college from which the applicant graduated. The transcript must show graduation date and degree earned.
 - If applicant is a graduating student at the time of application, a letter from the dean of the veterinary program must be sent directly to this Board stating projected graduation date and good standing. Graduation date must be within 45 days following the exam.
 - If applicant is a recent graduate at the time of application, a copy of the diploma is acceptable until transcript is available.
 - If applicant is a foreign graduate, submit directly to this Board a copy of the ECFVG Certificate of Completion issued by the AVMA or a copy of the PAVE Certificate of Completion issued by the AAVSB.
5. A typewritten letter or current résumé summarizing experience and qualifications.
6. MORAL CHARACTER REFERENCE FORM - FORM INCLUDED IN THIS PACKET: Three original forms of moral character reference from persons not related to applicant and who have known applicant a minimum of three (3) years. Only originals of this form will be accepted.
7. NAVLE scores received within the preceding 5 calendar years of application for examination and licensure. The scores must be submitted directly to this Board from the American Association of Veterinary State Boards (AAVSB). Contact the AAVSB at (816) 931-1504 or toll free at (877) 689-8482.
8. If applicant is or was a licensed veterinarian in another state.
 - VERIFICATION OF LICENSURE - FORM INCLUDED IN THIS PACKET: Each state or territory of the United States must send directly to this Board a verification of licensure to include current standing and status of any current investigation or discipline received for violation of a veterinary medical practice act. **Applicant** is responsible to request verification of licensure from each state or territory, where currently or previously licensed. Each state's process may differ, and a fee may be assessed. Response time can vary up to six (6) weeks to process.
 - MORAL CHARACTER LETTER OF RECOMMENDATION PROFESSIONAL QUALIFICATIONS - FORM INCLUDED IN THIS PACKET: A letter to be sent directly to this Board from a veterinarian or colleague indicating applicant's professional qualifications and character. Cannot

be from one of the three (3) individuals who submit the *Moral Character Reference Form*. Must be four (4) separate individuals. The form may be used or the author of the letter may use his or her own letterhead.

9. Arizona Statement of Citizenship and Alien Status for State Public Benefits – Form and instructions for supporting documentation of citizenship included in this packet. Attach the applicable copy of proof of citizenship.

A. In addition to proof of citizenship documentation, a government issued photo I.D. is required, if proof of citizenship submitted is in the form of a birth certificate. If proof of citizenship is in the form of a document containing a photo, i.e. passport, permanent resident card, etc., an additional photo I.D. is not required.

10. To apply for a Temporary Permit, please see “*Instructions for Completing the Application Process: Temporary Permit*”.

INSTRUCTIONS FOR COMPLETING THE APPLICATION PROCESS

APPLICATION FOR LICENSURE BY ENDORSEMENT

The following must be submitted:

1. Properly completed and notarized application.
2. A non-refundable fee of \$750. Must be a money order, cashier's check or certified check, payable in US funds only to: AZVMEB.
3. A passport type photo of the applicant (no larger than 1½ x 2 inches in size) taken during the preceding 6 months.
4. Official transcript sent directly to this Board by the AVMA accredited veterinary college from which applicant graduated. The transcript must show graduation date and degree earned.
5. If applicant is a foreign graduate, submit a copy directly to this Board of the ECFVG Certificate of Completion issued by the AVMA or a copy of the PAVE Certificate of Completion issued by the AAVSB.
6. A typewritten letter or current résumé summarizing experience and qualifications.
7. MORAL CHARACTER REFERENCE FORM - FORM INCLUDED IN THIS PACKET: Three original forms of moral character reference from persons not related to applicant and who have known applicant a minimum of three (3) years. Only originals of this document will be accepted.
8. VERIFICATION of LICENSURE - FORM INCLUDED IN THIS PACKET: Each state or territory of the United States in which you are or ever have been licensed must send directly to this Board a verification of licensure to include current standing and status of any current investigation or discipline received for violation of a veterinary medical practice act. **Applicant** is responsible to request verification of licensure from each state or territory, where currently or previously licensed. Each state's process may differ, and a fee may be assessed. Response time can vary up to six (6) weeks to process.
9. Verification of Employment as a veterinarian for at least three of the preceding five years or six of the preceding ten years in one or more states before filing an application for licensure in this state.
11. MORAL CHARACTER LETTER OF RECOMMENDATION PROFESSIONAL QUALIFICATIONS FORM INCLUDED IN THIS PACKET: A letter to be sent directly to this Board from a veterinarian or colleague indicating applicant's professional qualifications and character. Cannot be from one of the three (3) individuals who submit the Moral Character Reference Form. Must be four (4) separate individuals. The form may be used or the author of the letter may use his or her own letterhead.
12. Arizona Statement of Citizenship and Alien Status for State Public Benefits – Form included in this packet. Attach the applicable copy of proof of citizenship.

- A. In addition to proof of citizenship documentation, a government issued photo I.D. is required, if proof of citizenship submitted is in the form of a birth certificate. If proof of citizenship is in the form of a document containing a photo, i.e. passport, permanent resident card, etc., an additional photo I.D. is not required.
13. To apply for a Temporary Permit, please see *“Instructions for Completing the Application Process: Temporary Permit”*.

INSTRUCTIONS FOR COMPLETING THE APPLICATION PROCESS

APPLICATION FOR LICENSURE AS SPECIALTY

1. Properly completed and notarized application.
2. A non-refundable fee of \$750. Must be a money order, cashier's check or certified check payable in US funds only to: AZVMEB
3. A passport type photo taken of the applicant (no larger than 1½ x 2 inches in size) during the preceding 6 months.
4. Official transcript sent directly to this Board by the AVMA accredited veterinary college from which you graduated. The transcript must show graduation date and degree earned.
5. If applicant is a foreign graduate, submit directly to this Board a copy of ECFVG Certificate of Completion issued by the AVMA or a copy of Certificate of Completion issued by the AAVSB.
6. A typewritten letter or current résumé summarizing applicant's experience and qualifications.
7. MORAL CHARACTER REFERENCE FORM - FORM INCLUDED IN THIS PACKET: Three original forms of moral character reference from persons not related to applicant and who have known applicant a minimum of three (3) years. Only originals of this form will be accepted.
8. Copy of current certification as a diplomate of a national specialty board or college recognized by the AVMA.
9. VERIFICATION of LICENSURE - FORM INCLUDED IN THIS PACKET: Each state or territory of the United States in which you are or ever have been licensed must send directly to this Board a verification of licensure to include current standing and status of any current investigation or discipline received for violation of a veterinary medical practice act. **Applicant** is responsible to request verification of licensure from each state or territory, where currently or previously licensed. Each state's process may differ, and a fee may be assessed. Response time can vary up to six (6) weeks to process.
10. MORAL CHARACTER LETTER OF RECOMMENDATION PROFESSIONAL QUALIFICATIONS - FORM INCLUDED IN THIS PACKET: A letter to be sent directly to this Board from a veterinarian or colleague indicating applicant's professional qualifications and character. Cannot be from one of the three (3) individuals who submit the Moral Character Reference Form. Must be four (4) separate individuals. The form may be used or the author of the letter may use his or her own letterhead.
11. Arizona Statement of Citizenship and Alien Status for State Public Benefits – Form Included in this packet. Attach the applicable copy of proof of citizenship.
 - A. In addition to proof of citizenship documentation, a Government Issue photo I.D. is required, if proof of citizenship submitted is in the form of a birth certificate. If proof of citizenship is in the form of a document containing a photo, i.e. passport, permanent resident card, etc., an additional

photo I.D. is not required.

12. To apply for a Temporary Permit, please see “*Instructions for Completing the Application Process: Temporary Permit*”.

EXAMINATION DATES AND DEADLINES

Per R3-11-201: Application for a Veterinary Medical License:

- If you have passed the North American Veterinary Licensing Examination (NAVLE) and are required to take *only* the State Examination, submit your application no later than 30 days before the date you intend to take the State Examination (see available dates below)

State Veterinarian Examination Dates and Application Deadlines

<u>Exam</u>	<u>Application Deadline</u>
04/13/2012	03/14/2012
05/11/2012	04/11/2012
06/08/2012	05/09/2012
07/13/2012	06/13/2012
08/10/2012	07/11/2012
09/14/2012	08/08/2012
10/12/2012	09/12/2012
11/09/2012	10/10/2012
12/14/2012	11/14/2012

EXAMPLE: The deadline for Requesting a Temporary Permit: If you need a temporary permit for September 1st, you would need to have your application complete 30 days prior to the exam and temporary documents to our office no later than one week prior to the Board meeting in August.



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Victoria Whitmore, Executive Director

APPLICATION FOR A LICENSE TO PRACTICE VETERINARY MEDICINE AND SURGERY

All fees are non-refundable and are to be submitted by money order or cashier's check payable in U.S. dollars.

Alternative Format for Submitting Application

An individual with a disability who, as a result of the disability, requires this application to be in an alternative format may contact the Board's Americans with Disability coordinator at (602) 364-1738, or Voice Relay Service (800) 842-4681 or TTY at (800) 367-8939 to make their needs known.

I, _____, make application to the Arizona State Veterinary Medical Examining Board for licensure in the State of Arizona by examination pursuant to A.R.S. Article 2: Licensing, et.seq. I understand the filing of this application grants authority to the Board to obtain information from any licensing agency or board in the United States or another country; **and that** I shall make an oath as to the contents of my application and credentials submitted to the Board **and that** I acknowledge that any falsification in my application to the Board is adequate cause by the Board to deny my application; **and that** the Board may report any falsification of information to other licensing agencies and boards.

Choose one if you are applying ONLY for licensure and state examination in one of the following categories:

_____ Regular (\$400)

What month do you desire to take State Exam? _____

_____ Endorsement (\$750)

Are you requesting a Temporary Permit Yes No

_____ Specialty (\$750)

Section 1: PERSONAL INFORMATION

Name: _____ Maiden Name: _____

Mailing Address: _____
Street

City County State Zip
Home Phone: (____) _____ Cell phone: (____) _____ Fax Number (____) _____

SSN: _____ Date of Birth: _____ Gender: _____ Female _____ Male

Are you a US Citizen? Yes ____ No ____ If no, what is your country of citizenship? _____

Email Address: _____

If licensed, how would you prefer your name to read on your license? _____

Section 2: Education

<u>Name(s) of College/University</u>	<u>Date(s) of Attendance</u>	<u>Date(s) of Graduation or Expected Graduation</u>	<u>Diploma(s) or Degree(s) Earned or to be Earned</u>

Section 3: CURRENT EMPLOYMENT INFORMATION

Business Name: _____

Business Address: _____
Street City State Zip

Phone Number: (____) _____

Section 4: Employment

If you have been employed as a veterinarian or a veterinary technician during the last 5 years, please list employment in chronological order. If necessary, you may use a separate piece of paper.

<u>Name of Employer</u>	<u>Address</u>	<u>Position</u>	<u>Dates of Employment</u>

Section 5: Licenses: List all states in which you are or ever have been licensed.

<u>State</u>	<u>License Number</u>	<u>Date License Granted</u>	<u>Date(s) and Status</u> Active/Inactive/Probation/ Revoked, etc.

Section 6: **You are required to answer all of the following questions.**
You may use a separate sheet of paper if necessary.

1. Have you taken the NAVLE? **Yes No**
 If so, please give the date and the state through which examination was taken.
 Name of State: _____ Date Taken: _____
 NOTE: If you have taken the NAVLE, your score must be sent directly to this Board by AAVSB.
 NOT REQUIRED, for application by Licensure by Endorsement or Specialty.

2. Have you ever been charged with, convicted of or pled nolo contendere to a criminal offense, other than a minor traffic violation, in any state or federal court? **If yes**, give a full explanation on a separate sheet of paper and submit a certified copy of Record of Conviction and Record of Disposition. You must answer "yes" even if you received a pardon, the conviction was set aside, the records were expunged, your civil rights restored and/or whether or not sentence was imposed or suspended.
 Date of Occurrence(s) _____ **Yes No**

3. Have you ever been denied a license by any state, or denied the privilege of taking a state examination before any State Board of Veterinary Medical Examiners? If yes, please explain: **Yes No**

4. Has any license to practice veterinary medicine and surgery issued to you been revoked or suspended? If yes, please explain: **Yes No**

5. Has any license to practice veterinary medicine and surgery issued to you been placed on probation, or have you ever been fined, censored, or charged with a violation of the veterinary practice act in any state in the U.S? If yes, please explain: **Yes No**

Section 7: **Foreign Graduates**

1. Are you currently enrolled in either the ECFVG or PAVE program? **Yes No**
 If Yes, Indicate Program: ECFVG _____ PAVE _____
 NOTE: If enrolled, a letter verifying your enrollment must be sent to this Board directly from AAVSB or AVMA.

2. Have you received a certificate of completion from the ECFVG program or the PAVE program? **Yes No**
 If yes, include a copy of the Certificate of Completion with this application.

Affidavit of Applicant

STATE OF _____)

COUNTY OF _____)

Print The Applicant's Full Name: _____ being first duly sworn upon his or her oath deposes and says all of the following: I am the person named in this application. I have read and understand the content of this application. The information contained in the application is true and correct to the best of my ability and the information submitted is without fraud, deceit or misrepresentation. I hereby authorize any past or present employer, past or present business or professional association to release any information to the State of Arizona in connection with my application and state that a photocopy of this authorization shall have the same effect as the original. I also authorize the Arizona State Veterinary Medical Examining Board, or its successor, to release any information submitted by me, upon request, to the public or to any licensing agency, or to any other person when such request is required or permitted by Arizona Revised Statutes. I acknowledge that any falsification in my application is cause to deny my application. I authorize the Board to tape record any application interview that is conducted of me in regards to this application.

Signature of Applicant: _____ Date: _____

Subscribed and sworn to before me this _____ day of _____, 20 _____

STATE OF _____)

COUNTY OF _____)

Notary Public Signature

My Notary Commission Expires on

Seal: _____



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Victoria Whitmore, Executive Director

MORAL CHARACTER REFERENCE FORM

The following applicant will be applying to the State of Arizona for licensure as a veterinarian. We request that you furnish us with the requested information as listed below. Please answer the questions to the best of your knowledge and return this form to the applicant so that s/he may submit it with the application. Note: ***This form is to be completed by persons not related to the applicant.*** If necessary, you may use a second sheet of paper.

Name of Applicant: _____ **Maiden Name:** _____

1. How long have you known the applicant? _____ (Must be a minimum of 3 years.)
2. Is the applicant or any member of his/her family related to you in any way? ☐ Yes ☐ No
 If yes, please explain: _____

3. Through what context do you know the applicant (work, neighbor, etc)? _____
4. To your knowledge, has the applicant ever been convicted of a felony, an undesignated offense or cruelty to animals? ☐ Yes ☐ No
 If yes, please explain: _____

5. To your knowledge, has the applicant ever failed to be trustworthy in relation to his/her responsibilities? ☐ Yes ☐ No
 If yes, please explain: _____

6. Do you know of any unfavorable incident(s) in the life of the applicant at school, college, business, or otherwise that may have a bearing upon the character or fitness (moral or otherwise) to perform professional duties not covered by questions contained in this questionnaire or disclosed in your answers? ☐ Yes ☐ No
 If yes, please explain: _____

Print Your Name: _____ Phone: _____

Address: _____

Street

City

State

Zip

Your Signature: _____ Date: _____



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***MORAL CHARACTER LETTER OF RECOMMENDATION
PROFESSIONAL QUALIFICATION FORM***

Please provide your input regarding the moral character and professional qualification of the applicant. This form or business/personal letterhead stationary may be used. Veterinarian may use his or her own letterhead.

Name of Applicant: _____

Dear Veterinary Medical Examining Board:

Signature of Veterinarian: _____ Phone: _____ Date: _____

Print Veterinarian Name: _____

Address: _____
Street City State Zip

ARIZONA STATE VETERINARY MEDICAL EXAMINING BOARD

1400 W. Washington, Room 240, Phoenix, AZ 85007

Phone: 602-364-1PET(1738) Fax: 602-364-1039

VERIFICATION OF LICENSURE

APPLICANT AUTHORIZATION:

Name: _____ License Number: _____

Address: _____
Street City State Zip

I authorize the Veterinary Medical Board of _____ (State) to release the information below to the
Veterinary Medical Board of _____ (State).

Applicant's Signature _____
Date _____

BOARD VERIFICATION:

Board Address: _____
Street City State Zip

Board Phone: _____ Board Fax: _____

Veterinarian's License Number: _____

Date License Issued: _____ Expiration Date: _____

Current License Status: (Active, Inactive, Lapsed, etc.):

Disciplinary Action: _____ No _____ Yes

Current Disciplinary Action: _____ No _____ Yes

Pending Disciplinary Action: _____ No _____ Yes

If "yes" to any disciplinary action, please attach a certified copy of the Findings of Fact, Conclusions of Law, and Final Order, or the charges of a pending case.

Name of Board Official: _____
Please Print

Signature of Board Official: _____

Title of Board Official: _____ Date of Signature _____

Official Board Seal:

Form 1: LONG FORM APPLICANT STATEMENT (revised)
REQUIRING SUBMISSION OF DOCUMENTATION OF STATUS

**ARIZONA STATEMENT OF CITIZENSHIP
AND ALIEN STATUS FOR STATE PUBLIC BENEFITS**
Professional License and Commercial License
Arizona State Veterinary Medical Examining Board

Title IV of the federal Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (the "Act"), 8 U.S.C. § 1621, provides that, with certain exceptions, only United States citizens, United States non-citizen nationals, non-exempt "qualified aliens" (and sometimes only particular categories of qualified aliens), nonimmigrant, and certain aliens paroled into the United States are eligible to receive state or local public benefits. With certain exceptions, a professional license and commercial license issued by a State agency is a State public benefit.

Arizona Revised Statutes § 1-501 requires, in general, that a person applying for a license must submit documentation to the licensing agency that satisfactorily demonstrates that the applicant is lawfully present in the United States.

Directions: All applicants must complete Sections I, II, and IV. Applicants who are not U.S. citizens or nationals must also complete Section III. Submit this completed form and copy of one or more documents that evidence your citizenship or alien status with your application for license or renewal.

SECTION I — APPLICANT INFORMATION

APPLICANT'S NAME (Print or type) _____ DATE _____

TYPE OF APPLICATION (check one) _____ INITIAL APPLICATION _____ RENEWAL

TYPE OF LICENSE _____

SECTION II — CITIZENSHIP OR NATIONAL STATUS DECLARATION

Directions: Attach a legible copy of the front, and the back (if any), of a document from the attached List A or other document that demonstrates U.S. citizenship or nationality.

Name of document provided: _____

A. Are you a citizen or national of the United States? (Check one) _____ Yes _____ No

B. If the answer is "Yes," where were you born? List city, state (or equivalent), and country.

City _____ State (or equivalent) _____ Country or Territory _____

If you are a citizen or national of the United States, go to Section IV. If you are not a citizen or national of the United States, please complete Sections III and IV.

SECTION III — ALIEN STATUS DECLARATION

Directions: To be completed by applicants who are not citizens or nationals of the United States. Please indicate alien status by checking the appropriate box. Attach a legible copy of the front, and the back (if any), of a document from the attached List B or other document that evidences your status. A.R.S. § 1-501. Name of document provided: _____.

“Qualified Alien” Status (8 U.S.C. §§ 1621(a)(1), -1641(b) and (c))

- ☐ 1. An alien lawfully admitted for permanent residence under the Immigration and Nationality Act (INA).
- ☐ 2. An alien who is granted asylum under Section 208 of the INA.
- ☐ 3. A refugee admitted to the United States under Section 207 of the INA
- ☐ 4. An alien paroled into the United States for at least one year under Section 212(d)(5) of the INA.
- ☐ 5. An alien whose deportation is being withheld under Section 243(h) of the INA.
- ☐ 6. An alien granted conditional entry under Section 203(a)(7) of the INA as in effect prior to April 1, 1980.
- ☐ 7. An alien who is a Cuban and Haitian entrant (as defined in section 501(e) of the Refugee Education Assistance Act of 1980).
- ☐ 8. An alien who is, or whose child or child’s parent is a “battered alien” or an alien subjected to extreme cruelty in the United States.

Nonimmigrant Status (8 U.S.C. § 1621(a)(2))

- ☐ 9. A nonimmigrant under the Immigration and Nationality Act [8 U.S.C. § 1101 et seq.] Nonimmigrants are persons who have temporary status for a specific purpose. See 8 U.S.C. § 1101(a)(15).

Alien Paroled into the United States For Less Than One Year (8 U.S.C. § 1621(a)(3))

- ☐ 10. An alien paroled into the United States for less than one year under Section 212(d)(5) of the INA

Other Persons (8 U.S.C. § 1621(c)(2)(A) and (C))

- ☐ 11. A nonimmigrant whose visa for entry is related to employment in the United States, or
- ☐ 12. A citizen of a freely associated state, if section 141 of the applicable compact of free association approved in Public Law 99-239 or 99-658 (or a successor provision) is in effect [Freely Associated States include the Republic of the Marshall Islands, Republic of Palau and the Federate States of Micronesia, 48 U.S.C. § 1901 et seq.];
- ☐ 13. A foreign national not physically present in the United States.

Otherwise Lawfully Present (A.R.S. § 1-501)

- ☐ 14. A person not described in categories 1–13 who is otherwise lawfully present in the United States.
PLEASE NOTE: The federal Personal Responsibility and Work Opportunity Reconciliation Act may make persons who fall into this category ineligible for licensure. See 8 U.S.C. § 1621(a).

SECTION IV — DECLARATION

All applicants must complete this section. I declare under penalty of perjury under the laws of the state of Arizona that the answers I have given are true and correct to the best of my knowledge.

APPLICANT’S SIGNATURE

TODAY’S DATE

Attachment to Form 1 Applicant Statement

EVIDENCE OF U.S. CITIZENSHIP, U.S NATIONAL STATUS, OR ALIEN STATUS

LIST A: U.S. CITIZEN OR U.S. NATIONAL

Note: In this List, the term "Service" refers to the U.S. Citizenship and Immigration Service, formerly, the U.S. Immigration and Naturalization Service (INS).

[Source: Proposed Rules, Verification of Eligibility for Public Benefits, 8 CFR § 104.23; 63 FR 41662-01 August 4, 1998); and Interim Guidance of Verification of Citizenship, Qualified Alien Status and Eligibility Under Title IV of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 ("Interim Guidance"), 62 FR 61344 (Nov. 17, 1997), Attachment 4]

Evidence showing U.S. citizen or U.S. national status includes the following:

a. Primary Evidence:

- (1) A birth certificate showing birth in one of the 50 states, the District of Columbia, Puerto Rico (on or after January 13, 1941), Guam, the U.S. Virgin Islands (on or after January 17, 1917), American Samoa, or the Northern Mariana Islands (on or after November 4, 1986, Northern Mariana Islands local time) (unless the applicant was born to foreign diplomats residing in such a jurisdiction);
- (2) United States passport;
- (3) Report of birth abroad of a U.S. citizen (FS-240) (issued by the Department of State to U.S. citizens);
- (4) Certificate of Birth (FS-545) (issued by a Foreign Service post) or Certification of Report of Birth (DS-1350), copies of which are available from the Department of State;
- (5) Form N-561, Certificate of Citizenship;
- (6) Form I-197, United States Citizen Identification Card (issued by the Service until April 7, 1983 to U.S. citizens living near the Canadian or Mexican border who needed it for frequent border crossings) (formerly Form I-179, last issued in February 1974);
- (7) Form I-873 (or prior versions), Northern Marianas Card (issued by the Service to a collectively naturalized U.S. citizen who was born in the Northern Mariana Islands before November 3, 1986);
- (8) Statement provided by a U.S. consular official certifying that the individual is a U.S. citizen (given to an individual born outside the United States who derives citizenship through a parent but does not have an FS-240, FS-545, or DS-1350); or
- (9) Form I-872 (or prior versions), American Indian Card with a classification code "KIC" and a statement on the back identifying the bearer as a U.S. citizen (issued by the Service to U.S. citizen members of the Texas Band of Kickapoos living near the U.S./Mexican border).

[Source: Interim Guidance of Verification of Citizenship, Qualified Alien Status and Eligibility under Title IV of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 ("Interim Guidance"), 62 FR 61344 (Nov. 17, 1997), Attachment 4]

b. Secondary Evidence

If the applicant cannot present one of the documents listed in (a) above, the following may be relied upon to establish U.S. citizenship or U.S. national status:

- (1) Religious record recorded in one of the 50 states, the District of Columbia, Puerto Rico (on or after January 13, 1941), Guam, the U.S. Virgin Islands (on or after January 17, 1917), American Samoa, or the Northern Mariana Islands (on or after November 4, 1986, Northern Mariana Islands local time) (unless the applicant was born to foreign diplomats residing in such a jurisdiction) within three 3 months after birth showing that the birth occurred in such jurisdiction and the date of birth or the individual's age at the time the record was made;
- (2) Evidence of civil service employment by the U.S. government before June 1, 1976;

- (3) Early school records (preferably from the first school) showing the date of admission to the school, the applicant's date and U.S. place of birth, and the name(s) and place(s) of birth of the applicant's parents(s);
- (4) Census record showing name, U.S. nationality or a U.S. place of birth, and applicant's date of birth or age;
- (5) Adoption finalization papers showing the applicant's name and place of birth in one of the 50 states, the District of Columbia, Puerto Rico (on or after January 13, 1941), Guam, the U.S. Virgin Islands (on or after January 17, 1917), American Samoa, or the Northern Mariana Islands (on or after November 4, 1986, Northern Mariana Islands local time) (unless the applicant was born to foreign diplomats residing in such a jurisdiction), or, when the adoption is not finalized and the state or other U.S. jurisdiction listed above will not release a birth certificate prior to final adoption, a statement from a State-or jurisdiction-approved adoption agency showing the applicant's name and place of birth in one of such jurisdictions, and stating that the source of the information is an original birth certificate;
- (6) Any other document that establishes a U.S. place of birth or otherwise indicates U.S. nationality (e.g., a contemporaneous hospital record of birth in that hospital in one of the 50 states, the District of Columbia, Puerto Rico (on or after January 13, 1941), Guam, the U.S. Virgin Islands (on or after January 17, 1917), American Samoa, or the Northern Mariana Islands (on or after November 4, 1986, Northern Mariana Islands local time) (unless the applicant was born to foreign diplomats residing in such a jurisdiction));

c. Collective Naturalization

If the applicant cannot present one of the documents listed in (a) or (b) above, the following will establish U.S. citizenship for collectively naturalized individuals:

Puerto Rico:

- Evidence of birth in Puerto Rico on or after April 11, 1899 and the applicant's statement that he or she was residing in the U.S., a U.S. possession or Puerto Rico on January 13, 1941; or
- Evidence that the applicant was a Puerto Rican citizen and the applicant's statement that he or she was residing in Puerto Rico on March 1, 1917 and that he or she did not take an oath of allegiance to Spain.

U.S. Virgin Islands:

- Evidence of birth in the U.S. Virgin Islands, and the applicant's statement of residence in the U.S., a U.S. possession or the U.S. Virgin Islands on February 25, 1927;
- The applicant's statement indicating resident in the U.S. Virgin Islands as a Danish citizen on January 17, 1917 and residence in the U.S., a U.S. possession or the U.S. Virgin Islands on February 25, 1927, and that he or she did not make a declaration to maintain Danish citizenship; or
- Evidence of birth in the U.S. Virgin Islands and the applicant's statement indicating residence in the U.S., a U.S. possession or territory or the Canal Zone on June 28, 1932.

Northern Mariana Islands (NMI) (formerly part of the Trust Territory of the Pacific Islands (TTPI)):

- Evidence of birth in the NMI, TTPI citizenship and residence in the NMI, the U.S., or a U.S. territory or possession on November 3, 1986 (NMI local time) and the applicant's statement that he or she did not owe allegiance to a foreign state on November 4, 1986 (NMI local time);
- Evidence of TTPI citizenship, continuous residence in the NMI since before November 3, 1981 (NMI local time), voter registration prior to January 1, 1975 and the applicant's statement that he or she did not owe allegiance to a foreign state on November 4, 1986 (NMI local time); or
- Evidence of continuous domicile in the NMI since before January 1, 1974 and the applicant's statement that he or she did not owe allegiance to a foreign state on November 4, 1986 (NMI local time). Note: If a person entered the NMI as a nonimmigrant and lived in the NMI since January 1, 1974, this does not constitute continuous domicile and the individual is not a U.S. citizen

d. Derivative Citizenship

If the applicant cannot present one of the documents listed in a or b above, the following may be used to make a determination of derivative U.S. citizenship:

Applicant born abroad to two U.S. citizen parents: Evidence of the U.S. citizenship of the parents and the relationship of the applicant to the parents, and evidence that at least one parent resided in the U.S. or an outlying possession prior to the applicant's birth.

Applicant born abroad to a U.S. citizen parent and a U.S. non-citizen national parent:

Evidence that one parent is a U.S. citizen and that the other is a U.S. non-citizen national, evidence of the relationship of the applicant to the U.S. citizen parent, and evidence that the U.S. citizen parent resided in the U.S., a U.S. possession, American Samoa or Swain's Island for a period of at least one year prior to the applicant's birth.

Applicant born out of wedlock abroad to a U.S. citizen mother: - Evidence of the U.S. citizenship of the mother, evidence of the relationship to the applicant and, for births on or before December 24, 1952, evidence that the Mother resided in the U.S. prior to the applicant's birth or, for births after December 24, 1952, evidence that the mother had resided, prior to the child's birth, in the U.S. or a U.S. possession for a period of one year.

Applicant born in the Canal Zone or the Republic of Panama:

- A birth certificate showing birth in the Canal Zone on or after February 26, 1904 and before October 1, 1979 and evidence that one parent was a U.S. citizen at the time of the applicant's birth; or
- A birth certificate showing birth in the Republic of Panama on or after February 26, 1904 and before October 1, 1979 and evidence that at least one parent was a U.S. citizen and employed by the U.S. government or the Panama Railroad Company or its successor in title.

In all other situations in which an applicant claims to have a U.S. citizen parent and an alien parent, or claims to fall within one of the above categories, but is unable to present the listed documentation:

- If the applicant is in the U.S., the applicant should contact the local U.S. Citizenship and Immigration Service office for determination of U.S. citizenship;
- If the applicant is outside the U.S., the applicant should contact the State Department for a U.S. citizenship determination.

e. Adoption of Foreign-Born Child by U.S. Citizen

- If the birth certificate shows a foreign place of birth and the applicant cannot be determined to be a naturalized citizen under any of the above criteria, obtain other evidence of U.S. citizenship;
- Because foreign-born adopted children do not automatically acquire U.S. citizenship by virtue of adoption by U.S. citizens, the applicant should contact the local U.S. Citizenship and Immigration Service office for a determination of U.S. citizenship, if the applicant provides no evidence of U.S. citizenship.

f. U.S. Citizenship By Marriage

A woman acquired U.S. citizenship through marriage to a U.S. citizen before September 22, 1922. Provide evidence of U.S. citizenship of the husband, and evidence showing the marriage occurred before September 22, 1922.

Note: If the husband was an alien at the time of the marriage, and became naturalized before September 22, 1922, the wife also acquired naturalized citizenship. If the marriage terminated, the wife maintained her U.S. citizenship if she was residing in the U.S. at that time and continued to reside in the U.S.

LIST B: QUALIFIED ALIENS, NONIMMIGRANTS, AND ALIENS PAROLED INTO U.S. FOR LESS THAN ONE YEAR

The documents listed below that are registration documents are indicated with an asterisk ("*").

a. "Qualified Aliens"

Evidence of "Qualified Alien" status includes the following:

Alien Lawfully Admitted for Permanent Residence

- * Form I-551 (Alien Registration Receipt Card, commonly known as a "green card"); or
- Unexpired Temporary I-551 stamp in foreign passport or on *I Form I-94.

Asylee

- * Form I-94 annotated with stamp showing grant of asylum under section 208 of the INA;
- * Form I-688B (Employment Authorization Card) annotated "274a.12(a)(5)";
- * Form I-766 (Employment Authorization Document) annotated "A5";
- Grant letter from the Asylum Office of the U.S. Citizenship and Immigration Service; or
- Order of an immigration judge granting asylum.

Refugee

- * Form I-94 annotated with stamp showing admission under § 207 of the INA;
- * Form I-688B (Employment Authorization Card) annotated "274a.12(a)(3)"; or
- * Form I-766 (Employment Authorization Document) annotated "A3"

Alien Paroled Into the U.S. for a Least One Year

- * Form I-94 with stamp showing admission for at least one year under section 212(d)(5) of the INA. (Applicant cannot aggregate periods of admission for less than one year to meet the one-year requirement.)

Alien Whose Deportation or Removal Was Withheld

- * Form I-688B (Employment Authorization Card) annotated "274a.12(a)(10)";
- * Form I-766 (Employment Authorization Document) annotated "A10"; or
- Order from an immigration judge showing deportation withheld under §243(h) of the INA as in effect prior to April 1, 1997, or removal withheld under § 241(b)(3) of the INA.

Alien Granted Conditional Entry

- * Form I-94 with stamp showing admission under §203(a)(7) of the INA;
- * Form I-688B (Employment Authorization Card) annotated "274a.12(a)(3)"; or
- * Form I-766 (Employment Authorization Document) annotated "A3."

Cuban/Haitian Entrant

- * Form I-551 (Alien Registration Receipt Card, commonly known as a "green card") with the code CU6, CU7, or CH6;
- Unexpired temporary I-551 stamp in foreign passport or on * Form I-94 with the code CU6 or CU7; or
- Form I-94 with stamp showing parole as "Cuba/Haitian Entrant" under Section 212(d)(5) of the INA.

Alien Who Has Been Declared a Battered Alien or Alien Subjected to Extreme Cruelty

- U.S. Citizenship and Immigration Service petition and supporting documentation

b. Nonimmigrant

Evidence of "Nonimmigrant" status includes the following:

- * Form I-94 with stamp showing authorized admission as nonimmigrant

c. Alien Paroled into U.S. for Less than One Year

Evidence includes:

- * Form I-94 with stamp showing admission for less than one year under section 212(d)(5) of the INA

INSTRUCTIONS FOR REQUESTING A TEMPORARY PERMIT

An applicant must meet the following requirements:

1. Applicant must have *graduated* from an AVMA accredited veterinary college, or hold a PAVE or an ECFVG Certificate.
2. Applicant must have a completed application, a scheduled exam date and have met all requirements for licensure before temporary permit will be issued.

Required From the Applicant:

1. A non-refundable fee of \$75. Must be a money order, certified check or cashier's check payable in US funds only to: AZVMEB.
2. Official transcript* from veterinary college/university showing degree earned and date of graduation. Transcript must be sent directly to this Board by the applicant's college/university.

*NOTE: A copy of applicant's diploma will be accepted if a recent graduate. An official transcript must be sent directly to this Board office to complete the application process.

3. A written request for a temporary permit, signed by the applicant, stating the name and business address of the licensed responsible veterinarian, of the premise, who will employ the applicant and the name of each licensed veterinarian who will provide direction, supervision and control of the applicant.
4. Properly completed and notarized "Affidavit of Applicant for Temporary Permit". Form enclosed.

Required From the Responsible Veterinarian of the premise (Employing Veterinarian):

1. A letter detailing:
 - a. The type of work to be conducted by the applicant,
 - b. The name of each licensed veterinarian who will assume direction, supervision, and control when the employing veterinarian is absent, and
 - c. The procedures, including frequency, for reviewing medical treatment and records of medical treatment of animals.
2. Properly completed and notarized, "Affidavit of Arizona Licensed Veterinarian." Form enclosed.

Arizona State Veterinary Medical Examining Board

AFFIDAVIT OF APPLICANT FOR TEMPORARY PERMIT

STATE OF _____)

COUNTY OF _____)

(*Applicant's Name*) _____, being first duly sworn and upon his/her oath, deposes and states: I hereby certify that I am a graduate of a veterinary college accredited with the American Veterinary Medical Association or have a Certificate of Completion from ECFVG or PAVE and will be employed by (*Name of Employing Responsible Veterinarian*) _____, an Arizona licensed veterinarian. I have read and understand the Statutes and Administrative Rules of the Arizona State Medical Examining Board relating to temporary permits. I also understand that I must be under the direction, supervision and control of the licensed veterinarian. If, for any reason, my employment with the above named veterinarian is terminated, I shall notify the Board in writing within ten (10) days from the date of termination of employment.

Signature of Applicant/ Date of Signature

Duly acknowledged, subscribed and sworn before me this _____ day of _____, 20____.

Signature of Notary Public

My commission expires: _____

(Seal)

Arizona State Veterinary Medical Examining Board

**AFFIDAVIT OF ARIZONA LICENSED VETERINARIAN
HAVING DIRECTION, SUPERVISION AND CONTROL OF
TEMPORARY PERMITTEE**

STATE OF _____)

COUNTY OF _____)

(Employing Responsible Veterinarian's Name) _____,
being first duly sworn and upon his/her oath, deposes and states: I hereby certify that I am engaged in the practice of veterinary medicine in the State of Arizona. I understand that this applicant applying for a temporary permit shall be under my direction, supervision, and control as stated in A.R.S. §32-2216 (B) as it relates to R3-11-301 (B) (2) (c). I have read and am familiar with the laws and rules of the Arizona State Veterinary Medical Examining Board relating to temporary permits and hereby accept full responsibility for the actions of *(Applicant's Name)* _____. If, for any reason, this applicant's employment is terminated, I shall notify the Board in writing within 10 days because the temporary permit is valid only during the applicant's employment with me (R3-11-301 (B) (2) (d) as it relates to A.R.S. §32-2216 (C)).

Signature of Employing Veterinarian / Date of Signature

Duly acknowledged, subscribed and sworn before me this _____ day of _____, 20____.

Signature of Notary Public

My commission expires: _____

(Seal)

TEMPORARY PERMITS
ARIZONA REVISED STATUTES AND ADMINISTRATIVE RULES

STATUTES (Amended 2011):

A.R.S. §32-2201 (11): **“Licensed veterinarian”** means a person who is currently licensed to practice veterinary medicine in this state.

A.R.S. §32-2216: Issuance of Temporary Permits

- A. The Board may issue temporary permits to applicants for a license, who at the time of application are graduates of an American Veterinary Medical Association accredited veterinary college or who hold an Education Commission for foreign Veterinary Graduates certificate or a Program for the Assessment of Veterinary Education Equivalence certificate.
- B. The temporary permit issued under this section entitles the applicant to engage in the active practice of veterinary medicine in this state as an employee of a licensed veterinarian, the state or any county or municipality in this state. Such applicant shall be eligible for the next examination, if the applicant has not violated any provision of this chapter. Such applicant working under the direct and personal instruction, control or supervision of a licensed veterinarian and whose compensation is paid by such veterinarian may perform those acts of animal health care assigned by the veterinarian having responsibility for the care of the animal. No temporary permit shall be valid beyond the time for the next license examination for which the applicant is qualified. In the event such applicant fails for good and sufficient reason to take the examination, the board, by majority consent, may extend the permit until the next succeeding examination. Except as otherwise provided in this section, the holder of a temporary permit must be examined and satisfactorily pass the license examination next following the issuance of the permit and duly receive a license in order to continue active professional practice. No more than two temporary permits shall be issued to one individual. For the purpose of this subsection, “direct and personal instruction, control or supervision” means that a veterinarian licensed by the board is physically present and personally supervising a temporary permittee when the permittee is practicing acts of veterinary medicine except if the permittee is administering emergency services not during regular office hours. In these cases, phone contact constitutes direct and personal instruction, control or supervision.
- C. If an employer, for any reason, terminates the employment of the applicant, the employing veterinarian shall notify the board and the temporary permit is immediately void.

RULES (Amended November 2008)

R3-11-101: Definitions

- 6: “Direction, supervision, and control”
 - b. pertaining to temporary permittees, the same as direct and personal instruction, control, or supervision as stated in A.R.S. §32-2216(B).

R3-11-301: Application for a Temporary Permit

- A. An applicant for a temporary permit shall:
1. Submit an application to the Board for licensure as required in R3-11-201(A)(1);
 2. Submit the application and examination fee and temporary permit fee, payable by certified check or money order, required in R3-11-105 to the Board;
 3. Schedule a date to take the state examination with the Board;
 4. After complying with subsections (A)(1) through (A)(3), submit all of the following to the Board:
 - a. A written request for a temporary permit, signed by the applicant, that states:
 - i. The name and business address of the licensed veterinarian who will employ the applicant; and
 - ii. The name of each licensed veterinarian who will provide direction, supervision, and control of the applicant.
 - b. Written documentation of graduation from a veterinary college; and
 - c. A sworn affidavit, signed by the applicant, stating the applicant:
 - i. Has graduated from a veterinary college;
 - ii. Has read and understands A.R.S. § 32-2216 and R3-11-301;
 - iii. Agrees to work under the direction, supervision, and control of the licensed veterinarian employing the applicant; and
 - iv. Agrees to notify the Board in writing within 10 days from the date of termination of employment.
- B. A licensed veterinarian employing an applicant for a temporary permit shall submit to the Board:
1. A letter detailing:
 - a. The type of work to be conducted by the applicant;
 - b. The name of each licensed veterinarian who will assume direction, supervision, and control when the employing veterinarian is absent; and
 - c. The procedures, including frequency, for reviewing medical treatment and records of medical treatment of animals.
 2. A sworn affidavit, signed by the veterinarian, stating the veterinarian:
 - a. Is currently practicing veterinary medicine in Arizona;
 - b. Has read and understands A.R.S. § 32-2216 and R3-11-301;
 - c. Accepts full responsibility for providing direction, supervision, and control to the applicant; and
 - d. Agrees to notify the Board in writing within 10 days from the date of termination of applicant's employment.

R3-11-302: Termination of Employment

A temporary permittee and the temporary permittee's employer shall notify the Board in writing within 10 days from the date the temporary permittee ceases to be employed by a veterinarian who is providing direction, supervision, and control.

R3-11-304: Extension of Temporary Permits

The Board shall extend a temporary permit as allowed by A.R.S. §32-2216(B), only if the temporary permittee submits the application required by R3-11-301, qualifies under A.R.S. § 32-2216(B) and this Article, and is scheduled to take the next state examination following issuance of the extension.

R3-11-305: “Good and Sufficient Reason” for Failure to Take a State Examination

For purposes of A.R.S. § 32-2216(B), the Board shall consider the following in determining whether “good and sufficient reason” exists for failure to take a state examination:

1. Illness or disability,
2. Military service, or
3. Any other circumstance demonstrated by the temporary permittee to be beyond the temporary permittee’s control.

End of Temporary Permit Section
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